



DEPARTMENT OF THE ARMY  
U.S. ARMY MANEUVER SUPPORT CENTER AND FORT LEONARD WOOD  
320 MANSCHEN LOOP STE 316  
FORT LEONARD WOOD, MISSOURI 65473-8929

REPLY TO  
ATTENTION OF

ATZT-DL (15-1a)

13 SEP 2001

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Command Policy #38-01, Fort Leonard Wood Commissary Advisory Council

1. REFERENCES:

a. DOD 1330.17-11, DOD Armed Services Commissary Regulations, dated April 1987.

b. DeCA Directive 40-1, Policy, in draft, awaiting final publication.

2. PURPOSE. To establish the Fort Leonard Wood Commissary Council in accordance with reference 1.b. above for the Maneuver Support Center and Fort Leonard Wood.

3. GENERAL. The Fort Leonard Wood Commissary Council is established in coordination with the Commissary Director as a forum for the Commanding General's representatives to discuss the quality of service and make consensus recommendations for improvements to installation commissary operations. Recommendations may cover all aspects of the commissary. The council will act as a non-governing body in an advisory capacity.

4. POLICY.

a. Membership. The membership of the council will consist of active duty or retired military personnel, family members and federal government employees appointed by their respective commanders and directors, or as stipulated in paragraphs 4.a.(5), (8), or (11). Activities shall appoint members through written orders, and a copy shall be submitted to the council recorder. Voting privileges shall be limited to appointed members. Appointments are encouraged to include a mix of military and civilian personnel of varied rank and grade to include enlisted, warrant and commissioned officer personnel. Council members will actively seek input and provide feedback on commissary operations and customer service to their constituents. Membership is authorized as follows:

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(1) Chairman. The Chairman shall be a brigade commander appointed by the Chief of Staff for an indefinite period to serve as Chairman during his/her command tenure.

(2) Advisor. The Commissary Director or his designated representative.

(3) Recorder. Director's Secretary, Directorate of Logistics.

(4) Chemical, Engineer and Military Police Schools. Each school shall appoint one representative and one alternate.

(5) 3d Tng Bde. The 3d Training Brigade shall appoint one representative and one alternate.

(6) MANSCEN. One representative and one alternate shall be appointed by the Chief of Staff to represent the MANSCEN staff offices and tenants.

(7) Garrison Command. Garrison Command shall appoint two representatives and two alternates, to represent the Garrison directorates, Law Enforcement Command, 43d AG Battalion, and MNCOA in addition to the special advisors as detailed below.

(8) Special Advisors. A representative and an alternate shall be appointed from the following directorates/activities:

(a) Veterinary Activity.

(b) Better Opportunities for Single Soldiers.

(c) Directorate of Logistics.

(9) ITRO Commands and Detachments. One representative and one alternate shall be appointed by the Chief of Staff to jointly represent the Navy, Air Force, and Marine Corp personnel.

(10) MEDDAC: One representative and one alternate.

(11) DENTAC: One representative and one alternate.

(12) The following activities are invited to appoint a representative from their organizations: Fort Wood Community Spouses Club, Retiree Councils and Groups, Widows Support Group, and other organizations recognized and approved by the Directorate of Morale, Welfare (DMWR), whose members are authorized commissary patrons. Activities and organizations desiring representation will submit appointment

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nominations through DMWR, which will validate their status and approve the appointments.

b. Meetings. The council will meet once a quarter or at the call of the Chairman, at a time and location announced by the Recorder.

c. Minutes. The Chairman will approve and sign the minutes after review and signature by the Commissary Director and Recorder. The Recorder will publish and distribute the minutes to members of the council, commanders, directors, and tenant organizations. The Commissary Director will post a copy of the minutes in the commissary, for review by patrons, and forward a copy to the district and regional offices.

5. SUPERCESSION. This policy supercedes Command Policy #21-95, Fort Leonard Wood Commissary Advisory Council, dated 11 January 1996.

6. PROPONENCY. The proponent for this policy is the Directorate of Logistics.



ANDERS B. AADLAND  
Major General, USA  
Commanding

**DISTRIBUTION:**

All Schools, Brigades, Battalions, Companies  
Detachments, Tenant Units, Directorates  
and Personal Staff Offices